

**INDIANA COMMISSION ON PROPRIETARY EDUCATION**  
**Minutes of the Board of Commissioners**  
**December 12, 2007**  
**Indiana Government Center - South, Room 2, Indianapolis, Indiana**

**CALL TO ORDER**

Chairman Sue Uhl called the meeting to order at 10:00 a.m. Noting the absence of members Brad Shaffer and Paula Pinkstaff, Ms. Uhl tabled the agenda item relating to the selection of the nominating committee until the next meeting.

**IN ATTENDANCE**

**Board:** Ken Konesco, Dr. Ken Sauer, Patricia Shutt, Sue Uhl, and David Wu

**Absent:** Paula Pinkstaff, Brad Shaffer

**Staff:** Lynn Adams, Tara Adams, Rebecca Carter, Ross Miller, David Reynolds, and Jodi White

**Guests:** Adam VanAusdel, Education Insight Newsletter; William Bogart and Justin McAdams, State Budget Agency; Vicki Thomas, Kim Zornes, Indiana Business College; Mary Harmon, MedTech College; Lisa Montgomery, Plaza Dental Group; Wendy Kandel, ITT Educational Services; Tony Rios, Brown Mackie College; Victoria Bailey-Moon, Professional Image Pet Groom Academy

**MEETING**

**Consideration of the Minutes of September 12, 2007**

Ms. Shutt reported that she had reviewed the minutes and believed them to be accurate as written. Mr. Konesco made the motion to accept the minutes as presented. Dr. Sauer seconded the motion. The motion was unanimously adopted.

**NEWS**

Ms. Uhl introduced David Reynolds as Interim Director of the commission. The need for an interim director was due to the resignation of Jeff Weber after the September, 2007 meeting. Mr. Reynolds has met with commission staff to assist them with continuing operations.

Ms. Shutt made the motion to accept David Reynolds as the Interim Director of the Commission on Proprietary Education (COPE). Dr. Sauer seconded the motion. The motion was unanimously adopted.

**OLD BUSINESS**

Mr. Reynolds reported that the claims of former students at the Center for Vital Living School of Massage have been paid \$51,488.09 from the Career College Student Assurance Fund. The fund was reimbursed from the institutional bond in the amount of \$32,492.46. The net impact to the fund was \$18, 995.63.

**NEW BUSINESS**

A. Plaza Dental Assisting School, New Albany, Indiana – On-Site Evaluation Report

**Staff Recommendation**

Ross Miller, representing commission staff, recommended a grant of Fully Accredited status to Plaza Dental Assisting School.

After a report from Mr. Miller, Ms. Shutt made a motion to accept staff's recommendation. Dr. Sauer seconded the motion. The motion was unanimously adopted.

B. Professional Image Pet Grooming Academy, Fort Wayne, Indiana – On-Site Evaluation Report

**Staff Recommendation**

Ross Miller, representing commission staff, recommended a grant of Fully Accredited status to Professional Image Pet Grooming Academy.

After a brief summary report of the evaluation, Mr. Konesco made a motion to accept staff's recommendation. Mr. Wu seconded the motion. The motion was unanimously adopted.

C. Indiana Business Colleges, all locations - New Degree Requests

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that all locations of Indiana Business College be granted the authority to offer an Associate of Applied Science in Medical Reimbursement Technology with the stipulation that the Elkhart campus submit instructor qualification records to commission staff for approval prior to the start of the program. Also, that Indiana Business College, Indianapolis Northwest Campus be granted the authority to award the Associate of Applied Science in Veterinary Technology.

After discussion by staff, the Board, and representatives of Indiana Business College, Dr. Sauer made the motion to accept staff's recommendation. Ms. Shutt seconded the motion. There were four aye votes and Mr. Konesco abstained. The motion was adopted.

D. ITT Technical Institute, Fort Wayne and Newburgh, Indiana – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that ITT Technical Institute Fort Wayne and Newburgh, Indiana be granted the authority to award the Associate of Applied Science in Visual Communications to be offered in a resident and an on-line format.

After discussion by staff, the Board, and Ms. Kandel of ITT Educational Services, Mr. Konesco made the motion to accept staff's recommendation. Mr. Wu seconded the motion. The motion was unanimously adopted.

**Staff Recommendation**

Rebecca Carter presented the staff report recommending that Med-Tech College, Greenwood and Indianapolis, Indiana be granted the authority to award the following degrees at the designated locations:

AAS Biotechnology – Greenwood & Indianapolis

AAS Health Service Administration – Greenwood & Indianapolis

AAS Health Information Management & Technology – Greenwood and Indianapolis

AAS Practical Nursing – Greenwood

AAS 2-Year RN – Indianapolis

AAS – Medical Lab Technology – Greenwood and Indianapolis

AAS – Respiratory Therapy – Indianapolis

AAS Diagnostic Medical Sonography – Greenwood and Indianapolis

Dr. Sauer made the motion to accept staff's recommendation. Mr. Konesco seconded the motion. The motion was unanimously approved.

**Commissioner's Report**

Mr. Reynolds reported that in the past four weeks as interim director he has met with staff on several occasions, both individually and collectively, in an attempt to understand exactly what COPE does and its processes. He thanked staff for providing him with the necessary assistance. He acknowledged that the Board is well served by commission staff

After gathering additional information and direction from the Attorney General's office, Mr. Reynolds will advise on the appropriateness of settling with the former owner of V-TAPS for an amount to be recovered from him to reimburse the CCSAF for claims it paid to former V-TAP students.

The dates for the regular meetings in 2008 are March 12, June 11, September 10 and December 10.

**SIGNING OF EXPENSES AND ADJOURNMENT**

Ms. White reported that the travel vouchers will be mailed for signing and payment.

Mr. Konesco made the motion to adjourn. Dr. Sauer seconded the motion. The meeting was adjourned.

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Patricia Shutt, Secretary

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Date